

**Subject:** RE: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENT E6899  
**From:** "Bautista, Jessica" <JBautista@portla.org>  
**Date:** 05/16/2017 10:52 AM  
**To:** 'Lorena Parker' <lparker@sanpedrobid.com>  
**CC:** "Adams-Lopez, Theresa" <TAdams-Lopez@portla.org>, "DeLaTorre, Denise" <DDeLaTorre@portla.org>

Denise,

Could you please respond? I'm not sure what it is that your team is looking for, and I would like to get this handled ASAP.

Thanks,

Jessica

**From:** Lorena Parker [mailto:lparker@sanpedrobid.com]  
**Sent:** Tuesday, May 16, 2017 10:11 AM  
**To:** Bautista, Jessica  
**Cc:** Adams-Lopez, Theresa; DeLaTorre, Denise  
**Subject:** Re: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENT E6899

Good morning,

Is this the certificate you are requesting? Did you have an opportunity to speak with anyone from MV Transportation regarding the insurance?

Please let me know if there is any further clarification needed.

Best regards,

Lorena Parker  
*Executive Director*  
*San Pedro Property Owners' Alliance*  
**San Pedro Historic Waterfront**  
**Business Improvement District**  
390 W. 7th Street | San Pedro, CA 90731  
T [310.832.2183](tel:310.832.2183) | F [310.832.0685](tel:310.832.0685)  
[Lparker@sanpedrobid.com](mailto:Lparker@sanpedrobid.com)  
[www.sanpedrobid.com](http://www.sanpedrobid.com)

On Mon, May 15, 2017 at 8:41 AM, Bautista, Jessica <[JBautista@portla.org](mailto:JBautista@portla.org)> wrote:  
Hi Lorena,

Our Risk Management Division has asked for me to follow up with you again regarding the insurance update on agreement E6899. If your broker has submitted the insurance through Track4LA, could you please have them send the certificate email to [DDeLaTorre@portla.org](mailto:DDeLaTorre@portla.org)? She can then review and approve it for compliance, and then I will be able to process the first invoice for payment.

Thanks,

Jessica

Jessica Bautista  
Management Analyst II  
Community Relations  
Port of Los Angeles | 425 S. Palos Verdes Street | San Pedro, CA 90731  
[\(310\) 732-3680](tel:310.732.3680) | [jbautista@portla.org](mailto:jbautista@portla.org)

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**From:** DeLaTorre, Denise  
**Sent:** Monday, May 15, 2017 8:01 AM  
**To:** Bautista, Jessica  
**Cc:** Carey, Tricia; Eldridge, Susana  
**Subject:** RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hi Jessica,

Please have your client or your clients Broker send me the certificate email received from Track4LA and I will review/approve for compliance.

Thank you, Denise

## Denise De La Torre

Port of Los Angeles,  
Risk Management  
(310) 732-3995  
[ddelatorre@portla.org](mailto:ddelatorre@portla.org)

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**From:** Bautista, Jessica  
**Sent:** Friday, May 12, 2017 4:29 PM  
**To:** Eldridge, Susana <[SEldridge@portla.org](mailto:SEldridge@portla.org)>  
**Cc:** DeLaTorre, Denise <[DDeLaTorre@portla.org](mailto:DDeLaTorre@portla.org)>; Carey, Tricia <[TCAREY@portla.org](mailto:TCAREY@portla.org)>  
**Subject:** RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Lorena is my contact. I've sent her an email stating that I can't process her invoice until the insurance has been updated. Please let me know when it is in Track4LA.

## Jessica

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**From:** Eldridge, Susana  
**Sent:** Friday, May 12, 2017 9:16 AM  
**To:** Bautista, Jessica  
**Cc:** DeLaTorre, Denise; Carey, Tricia  
**Subject:** FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hi Jessica,

Will you have your contact at San Pedro Property Owners Alliance submit their current insurance on Track4LA please?

Thank you,  
Susana

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**From:** Bautista, Jessica  
**Sent:** Tuesday, May 09, 2017 1:10 PM  
**To:** Eldridge, Susana  
**Subject:** FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

This was the last email I received on insurance.

## Jessica

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**From:** Lorena Parker [<mailto:lparker@sanpedrobid.com>]  
**Sent:** Monday, May 08, 2017 1:46 PM  
**To:** DeLaTorre, Denise  
**Cc:** Bautista, Jessica  
**Subject:** Re: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Good afternoon,

Here is our certificate of insurance. I will call the carrier now to have them upload it to Track4LA.

Best regards,

Lorena Parker  
*Executive Director*  
San Pedro Property Owners' Alliance  
**San Pedro Historic Waterfront**  
**Business Improvement District**  
390 W. 7th Street | San Pedro, CA 90731  
T [310.832.2183](tel:310.832.2183) | F [310.832.0685](tel:310.832.0685)  
[Lparker@sanpedrobid.com](mailto:Lparker@sanpedrobid.com)  
[www.sanpedrobid.com](http://www.sanpedrobid.com)

On Mon, May 8, 2017 at 1:30 PM, DeLaTorre, Denise <[DDeLaTorre@portla.org](mailto:DDeLaTorre@portla.org)> wrote:  
Good Afternoon,

Current insurance for the above subject agreements are as follows:

General Liability	10/03/2017	105612
Auto Liability	None in Track4LA required \$5,000,000	Non-compliant
Workers' Compensation	11/14/2017	627534
Professional Liability	08/24/2017	105612

Please ask your client to have their Broker submit required insurance to Track4LA.

Thank You, Denise  
**Denise De La Torre**  
Port of Los Angeles,  
Risk Management  
(310) 732-3995  
[ddelatorre@portla.org](mailto:ddelatorre@portla.org)

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- [Attachments-303/Red Trolleys Insurance Certificates.pdf](#)